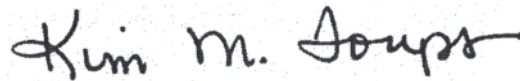


Belle Chasse, Louisiana
October 9, 2024

“PUBLIC NOTICE”

NOTICE IS HEREBY GIVEN that a meeting of the Plaquemines Parish Council as the Sole Governing Authority of the Plaquemines Port, Harbor & Terminal District will be held at the **Belle Chasse Council Chambers, 333 F. Edward Hebert Blvd., Bldg. 203, Belle Chasse Louisiana, and live streamed on YouTube on Thursday, October 10, 2024, at 3:00 p.m., or immediately following the Plaquemines Parish Council Meeting** as per the Agenda for a meeting of Thursday, October 10, 2024, attached.

Plaquemines Parish Council as the Sole
Governing Authority of the Plaquemines
Port, Harbor & Terminal District



Kim M. Toups, Secretary

**AGENDA FOR THE OCTOBER 10, 2024,
MEETING OF THE PLAQUEMINES PARISH COUNCIL,
AS THE SOLE GOVERNING AUTHORITY OF THE PLAQUEMINES
PORT, HARBOR & TERMINAL DISTRICT, 3:00 P.M. OR
IMMEDIATELY FOLLOWING THE PLAQUEMINES PARISH COUNCIL
MEETING, BELLE CHASSE COUNCIL CHAMBERS,
333 F. EDWARD HEBERT BLVD., BLDG. 203,
BELLE CHASSE, LOUISIANA
ALSO STREAMED LIVE ON YOUTUBE**

1. Roll Call, Prayer, and Pledge of Allegiance
2. Executive Session
3. Status Report by the Executive Port Director
 - a) Financial Report/Budget to Actual
4. Bids and Advertisements
5. Introduction of Ordinances and Resolutions
6. Ordinances and Resolutions on Second Reading and Final Passage:
 - a) Ordinances and Public Hearings pursuant to Article 6, Section 6.01 E of the Plaquemines Parish Charter:
 - b) An Ordinance to amend and as amended readopt Ordinance 23-100, adopted on July 27, 2023, by the Plaquemines Parish Council, acting as the sole governing authority of the Plaquemines Port, Harbor and Terminal District, authorizing Port Executive Director Charles D. Tillotson to enter into a Cooperative Endeavor Agreement (CEA) by and between the Plaquemines Port, Harbor and Terminal District and Plaquemines Parish Government for shared resources and services; and otherwise to provide with respect thereto. (DEFERRED & CARRIED OVER FROM 9-26-24) COMMISSIONER CHAMPAGNE
DIGEST: Through this amended CEA, the Port is adding Grass Cutting and Grant Writing/Administrative Services for the benefit of the Parish of Plaquemines. This digest is for informational purposes only and is superseded by language of the actual ordinance or resolution.
 - c) A Resolution adopting the new Civil Service Employee Handbook for the Plaquemines Port Harbor & Terminal District's Policies and Procedures; and otherwise to provide with respect thereto. COMMISSIONER CHAMPAGNE
DIGEST: Since the separation of the Port from the Parish Government, some of the Civil Service Rules and Regulations are not in alignment with the duties and workflow of the Port. This handbook does not circumvent the Civil Service Rules but complies with them. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*
 - d) A Resolution authorizing the Plaquemines Port, Harbor & Terminal District, in accordance with the Louisiana Department of Transportation and Development, to advertise for the construction for Phase II of the Alliance Booster Station: Feedline Extension; and otherwise to provide with respect thereto. COMMISSIONER CHAMPAGNE
DIGEST: The Port seeks permission to advertise bids for the feedline extension of the Alliance Booster Station project through Kyle Associates LLC and commit to handling all aspects, including engineering services. The feedline extension stretches from Deer Range to the Port Sulphur Water Treatment Plant. This will allow the project to progress simultaneously with its other phases. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

- e. RESOLUTION REQUESTING AUTHORITY TO ADVERTISE with Contingency Port responsible for engineering. COMMISSIONER CHAMPAGNE
- f. An Ordinance authorizing Charles D. Tillotson, Executive Director of the Plaquemines Port Harbor and Terminal District, to enter into an agreement with IEM to enhance the Port's Security Plan; and otherwise to provide with respect thereto. COMMISSIONER CHAMPAGNE

DIGEST: Plaquemines Port Harbor and Terminal District requires an update to its Port Security Plan and vessels' standard operating procedures. This update will include industry best practices and a port vulnerability assessment. The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.

- g. A Resolution authorizing Charles D. Tillotson, Executive Director of the Plaquemines Port Harbor and Terminal District, to issue Task Order No. 6.1 for Lanier & Associates to provide property boundary and topographic surveys for the Popich building; and otherwise to provide with respect thereto. COMMISSIONER CHAMPAGNE

DIGEST: Plaquemines Port Harbor and Terminal District requires a change order to Task Order 6 – Administration Building Renovations by adding missing survey work to the original scope provided by Lanier Associates. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

- h. A Resolution approving and authorizing Charles D. Tillotson, Port Executive Director, to enter into a master services agreement with Kyle Associates, LLC for the Pointe a la Hache Access Road project and other services on a task order basis, and otherwise to provide with respect thereto. COMMISSIONER CHAMPAGNE

DIGEST: The Port wishes to enter a master services agreement with Kyle Associate, LLC from the Pointe a la Hache Ferry landings access roads funded by the RAISE grant and additional utility services on a task order basis. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

- i. A Resolution adopting the updates and additions to the Operating Policies and Procedures for Plaquemines Port Harbor & Terminal District (the Port); and otherwise to provide with respect thereto. COMMISSIONER CHAMPAGNE

- j. A Resolution to authorize Administrators be listed on all Port bank accounts and credit cards; and otherwise to provide with respect thereto. COMMISSIONER CHAMPAGNE

DIGEST: The Port needs to update the signatories on the Port bank accounts and credit cards and remove personnel no longer employed by the Port. The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.

- k. A Resolution authorizing the Executive Director of the Plaquemines Port Harbor & Terminal District to advertise a Request for Proposals for Grass Cutting Services for the Port and adjacent properties; and otherwise to provide with respect thereto. COMMISSIONER CHAMPAGNE

Digest: The PPHTD wishes to advertise a RFP for Grass Cutting Services to maintain the Port properties and adjacent properties throughout the Parish. *The digest is for informational purposes only and is superseded by the language of the actual ordinance or resolution.*

7. New Business

- a) Introduction of Resolutions wherein suspension is being sought:

8. Approval of the September 26, 2024, regular meeting minutes.